

CITY OF CARO REGULAR COUNCIL MINUTES

Mayor Karen Snider called the regular meeting of the City Council to order on March 20, 2023, at 6:30 p.m. in the Council Chambers., 317 S State St, Caro MI 48723.

Present: Mayor Karen Snider, City Council: Emily Campbell, Pamela Iseler, Charlotte Kish and Jill White

Absent: Bob Eschenbacher

Others: Scott Czasak – City Manager, Jana Brown – Deputy City Clerk, Michele Perry – City Treasurer, Brian Newcomb – Police Chief, Randy Heckroth – Fire Chief/Code Enforcement Officer, Tom Reese – Director of Public Works Superintendent, David Dienes II – WWTP Superintendent, Lauren Amellal – Director of Development and Strategic Initiatives and other guests.

AGENDA APPROVAL

23-M-56

Motion by Kish seconded by Campbell to approve the agenda as presented.

Motion Carried.

PUBLIC COMMENT/VISITORS:

GF Rolka expressed his condolences to former council member Richard Bertrand on the passing of his wife Janet Bertrand.

Jill White – self and citizen volunteers were able to get donations for 20 flower pots for the downtown this summer. A flyer was circulated for those that wish to donate. Lauren continues to work with corporate donors.

COMMUNICATIONS

1. SAFEbuilt Meet and Greet
2. Indianfields Township Proposed Masterplan

CONSENT AGENDA:

1. Regular Council Meeting Minutes – March 6, 2023
2. Policy Committee Meeting Minutes – March 6, 2023
3. Invoices
4. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement Report – Randall Heckroth
 - D. Director of Public Works Report – Tom Reese
 - E. WWTP – David Dienes II
 - F. Municipal Parking Violations Bureau Report – Rita Papp
 - G. Director of Development & Strategic Initiatives Report – Lauren Amellal

23-M-57

Motion by Campbell seconded by Kish to approve the consent agenda as presented including invoices.

Motion Carried.

REGULAR AGENDA:

1. Resolution for Financing Used Fire Truck

23-M-58

Motion by Campbell seconded by Kish to adopt the Resolution Authorizing Execution and Delivery of an Installment Purchase Agreement and Note (Fire Truck Purchase) with Independent Bank. Also, authorize Mayor Snider and City Treasurer Perry to sign all necessary documents.

Roll call vote: Campbell – yes, Eschenbacher – absent, Iseler – yes, Kish – yes, White – yes, Mayor Snider – yes,

Motion carried.

2. Policy Committee Recommendation – Capital Assets Policy

23-M-59

Motion by White seconded by Campbell to adopt the policy into practice for the future.

Motion carried.

3. Human Development Commission – Request for Ribbons – Sexual Assault Awareness – April 2023

23-M-60

Motion by Campbell seconded by Kish to allow HDC to place Sexual Assault Awareness ribbons in the month of April in consultation with the City.

Motion carried.

4. Schedule Public Hearing – Project Public Meeting – WWTP Collection System Improvements

23-M-61

Motion by Kish seconded by Campbell to schedule a Public Hearing on the Draft CWSRF Plan for the Caro Wastewater Treatment Plant for Monday, April 3, 2023, at 6:30 p.m. in the Council Chambers at the Caro Municipal Building.

Motion carried.

5. Resolution to Establish Transfer & Renewal Fee Amounts for Marihuana Establishments

23-M-62

Motion by Kish seconded by Campbell to adopt the resolution as presented to set the renewal and transfer fees for Recreational and Medical Marihuana facilities to \$5,000.00 each.

Roll call vote: Eschenbacher – absent, Iseler – yes, Kish – yes, White – yes, Campbell – yes, Mayor Snider – yes.

Motion carried.

6. 2022 Sidewalk Re-Bids

23-M-63

Motion by Kish seconded by Campbell to accept the recommendation of the City Manager to award the 2022/2023 Sidewalk Project contract to Birmingham Sealcoat in the amount of \$184,170.10 and allow the City Manager to sign any and all documents necessary to execute the agreement and schedule the work.

Motion carried.

7. City Hall Parking Lot Bids

23-M-64

Motion by Iseler seconded by Campbell to accept the recommendation of the City Manager to award the City Hall Parking Lot Project contract to Diamond Excavating, LLC in the amount of \$406,191.50 and allow the City Manager to sign any and all documents necessary to execute the agreement and schedule the work.

Motion carried.

8. Certificate of Deposit Report

23-M-65

Motion by White seconded by Campbell to approve City Treasurer to close the CD at Huntington Bank and open one new 21-day CD at Independent Bank at the current interest rate.

Motion carried.

9. Stealth Water Meters Pilot Program

23-M-66

Motion by Iseler seconded by White to authorize payment of the invoice from Michigan Pipe and Valve for \$16,266.00 for the radio water meter reading system pilot program.

Motion carried.

ITEMS PENDING/POSTPONED:

1. Proposed Budget Timeline for FY 2023-2024
 - a. Set Budget Workshop, April 5, 2023, from 5:30 p.m. – 7:30 p.m.

Budget Workshop set for April 5, 2023 at 5:30 p.m. in the Council Chambers.

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider) – Meeting cancelled.
2. Chamber of Commerce (Manager) – Attended Chamber Board Meeting. New Chamber Director is Kim Stevenson who has office hours Tuesday, Wednesday and Thursday. April 15th is the Citizen of the Year Dinner. Cars & Crafts will be in June – the Chamber is looking for volunteers to help. Small Business Saturday is scheduled for November 25, 2023 and the Gingerbread Village will be held December 1st & 2nd, 2023.
3. Downtown Development Authority (Kish) – DDA went over budget for upcoming year.
4. Fair Board (Iseler) – Nothing to report.
5. Parks & Recreation (White) – The Easter Egg Hunt will be April 1st at 11:00 a.m. in Bieth Park. There will also be a movie on April 1st at 1:00 p.m. at the Strand Theatre. Spring Clean-Up is scheduled for April 22nd which will feature a Golden Rake Award – more details to come. Manager, Scott Czasak, reminded everyone the Parks & Recreation meeting for Tuesday, March 21, 2023, will be held in the break room at City Hall since the Board of Review will be in Council Chambers.
6. Planning Commission (Eschenbacher-absent) – Meeting cancelled.

7. Tuscola County Board of Commissioners (Iseler) – The Board opposed the expansion of Camp Grayling and approved the use of the Courthouse lawn to Cars & Crafts for the use of children's activities.
8. Zoning Board of Appeals (Mayor Snider) – Meeting scheduled for March 30, 2023, to hear an appeal on the rejection of a sign permit.
9. Indianfields Township (Manager) – Township held a public hearing on their budget which was approved and presented the Master Plan.
10. Almer Township (Campbell) – Township passed their budget and discussed the soccer fields.

MAYOR'S REPORT – Written report submitted.

MANAGER'S COMMENTS – Written report submitted.

CLERK'S REPORT – Written report submitted.

TREASURER'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENT: None

23-M-67

Motion by White seconded by Campbell to adjourn the meeting at 8:03 p.m.

Motion carried.

Jana Brown
Deputy City Clerk